

City of Summerville
Job Announcement
Water Treatment Plant Superintendent

JOB SUMMARY

This position is responsible for planning, organizing, and directing the operation and maintenance of the city's water treatment plant.

MAJOR DUTIES

- Plans, directs, coordinates and controls all aspects of the water treatment plant.
- Supervises the work of plant operators in the operation, maintenance, and mechanical repair of plant equipment and facilities.
- Directs the completion of required records and their submission to federal and state regulatory agencies.
- Supervises the laboratory analysis of water samples.
- Develops annual budget recommendations and manages approved funds.
- Assists with engineering concerns related to the water treatment plant.
- Hires, trains, assigns, directs, supervises, evaluates and disciplines personnel.
- Directs the purchase of equipment, supplies, and chemicals.
- Maintains current knowledge of applicable laws and regulations; monitors new and amended regulations for impact on water system operations.
- Ensures compliance with relevant applicable codes, laws, rules, regulations, standard and policies; ensures adherence to established safety procedures; monitors work environment and uses of safety equipment; initiates actions to correct deviations or violations.
- Responds to complaints and questions from the general public; provides information; researches and resolves problems.
- Performs related duties.

MINIMUM QUALIFICATIONS

- Bachelor's degree or equivalent experience.
- Experience sufficient to thoroughly understand the work of subordinate positions to be able to answer questions and resolve problems, usually associated with one to three years experience or service.
- Possession of or ability to readily obtain a valid driver's license issued by the State of Georgia for the type of vehicle or equipment operated.
- Possession of Class II state-certified license for water treatment
- Possession of or ability to readily obtain Class I state-certified license for water treatment.
- Possession of state certified lab license

Any person interested in this position must submit an application at the City of Summerville, 120 Georgia Ave., Summerville, GA 30747. Resumes may also be submitted via e-mail to jgalloway@summervillega.org or mailed to:

City of Summerville
Attn: Janice Galloway
P.O. Box 180
Summerville, GA 30747